



**SHAHIDA ISLAM
MEDICAL COMPLEX (PVT.) LTD.**

Multan - Bahawalpur Road, 100M Lodhran.

Phone: +92 608 362211

www.simc.edu.pk

OFFICE OF THE DEAN ACADEMICS

No. SIMC/DA/Electives/26

Dated: 05/05/2026

NOTIFICATION

STUDENTS ELECTIVES POLICY (MBBS & BDS)

In continuation of institutional commitment towards competency based medical and dental education, in alignment with the updated guidelines issued by the University of Health Sciences (UHS) and in supersession of all the previous notifications issued in this regard, the following Student Elective Policy is hereby notified for implementation for MBBS and BDS programs with immediate effect.

1) PURPOSE

- a) Electives are structured academic activities designed to:
 - i) Enhance clinical, research, and community health competencies
 - ii) Promote self-directed learning and career orientation
 - iii) Provide national and international exposure
 - iv) Strengthening professionalism and ethical conduct

2) SCOPE

- a) This policy applies to:
 - i) MBBS (Year 4 & Final Year)
 - ii) BDS (Year 3 & Final Year)
- b) Electives may be undertaken at recognized:
 - i) Hospitals / Universities (local or international)
 - ii) Research institutions
 - iii) Public health organizations

3) DURATION & TIMING

- a) Duration: 2–4 weeks
- b) To be completed during official vacations (summer or winter vacations)
- c) Must not interfere with academic schedule or examinations

4) TYPES OF ELECTIVES

- a) Clinical electives (specialty rotations)
- b) Research electives
- c) Community/Public health electives
- d) International electives/ observerships

5) ELIGIBILITY

- a) Students must:
 - i) Pass all previous professional examinations
 - ii) Maintain $\geq 75\%$ attendance
 - iii) Have satisfactory disciplinary record
 - iv) Obtain:
 - (1) Host institution acceptance
 - (2) Institutional NOC

6) APPROVAL PROCESS

- a) Students shall submit:
 - i) Elective application and proposal



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- ii) Acceptance letter from host institution
- b) Approval shall be granted by:
 - i) Head of Department
 - ii) Department of Medical Education (DME)
 - iii) Principal / Dean

7) INSTITUTIONAL FACILITATION

- a) The institution shall facilitate:
 - i) NOC
 - ii) Good standing certificate
 - iii) Academic transcripts
- b) Electives shall primarily be self-financed by students.

8) LEARNING & DOCUMENTATION

- a) Each elective must include:
 - i) Defined learning objectives
 - ii) Maintenance of logbook
 - iii) Supervisor certification

9) CODE OF CONDUCT & SAFETY

- a) Students shall:
 - i) Maintain confidentiality and professional conduct
 - ii) Follow host institution protocols
 - iii) Avoid unauthorized procedures
 - iv) Comply with infection control and safety requirements

10) COMPLETION REQUIREMENTS

- a) Upon completion, students must submit:
 - i) Logbook
 - ii) Supervisor evaluation
 - iii) Reflective report
- b) Elective completion certificate from host institution is mandatory.

11) RECOGNITION

- a) Electives shall be considered as structured academic enrichment activity and may contribute towards internal academic portfolio as per institutional policy.

12) MONITORING & QUALITY ASSURANCE

- a) Oversight by Department of Medical Education
- b) Feedback collection from students and host institutions
- c) Periodic review for continuous improvement

13) IMPLEMENTATION

- a) This policy shall be applicable to all eligible MBBS and BDS students with immediate effect.


Dean Academics
Prof. Dr. Azfar Farogh



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ELECTIVE APPLICATION FORM

Student Name	
Father Name	
College Roll No.	
UHS Registration No.	
CNIC	
Program/ Year/ Session	
PROPOSED ELECTIVE TITLE	
Student Institution	
Host Institution	
Duration	
Student Signature	
Principal/ Dean Signature & Stamp	



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ELECTIVE PROPOSAL TEMPLATE

Student Name	
Institution	
Objectives	
Expected Competencies	
Activities Plan	
Supervisor Details	
Student Signature	